



Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
<input type="text" value="524088"/>	<input type="text" value="329633"/>

Description

Applicant Details

Name/Company

Title

Miss

First name

Emma

Surname

Claridge

Company Name

Address

Address line 1

Sparrow Cottage

Address line 2

Birds Drove

Address line 3

Town/City

Surfleet

County

Country

United Kingdom

Postcode

PE11 4BE

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Site Area

What is the measurement of the site area? (numeric characters only).

Unit

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including any change of use

Proposal for Site Alterations and Change of Use

This application seeks permission for a change of use and associated minor works to support the equestrian use of the land, specifically for exercising horses.

1. Removal and Relocation of Existing Structures

The existing shed, currently situated on a concrete base, is to be dismantled. The shed panels will be re-used and affixed to the front, side, and rear of the existing lean-to located on the south-east elevation of the stable block.

The relocation involves panel attachment only; no new foundations, concrete bases, or permanent fixings are proposed—panels will be fixed at the top only.

2. Site Preparation and Surfacing

The existing surface will be scraped back and levelled. The area will then be relaid with permeable materials, comprising limestone aggregate and silica sand, with a permeable membrane layered between for effective drainage and to maintain ground permeability.

The purpose of this alteration is to facilitate a change of use from vehicular parking and ancillary outbuildings to an equestrian exercise area.

3. Compost Heap Removal and Muck Heap Relocation

The existing compost heap will be removed.

A new muck heap area of approximately 9 square metres will be established immediately adjacent to the lean-to on the south-east side of the stable block.

This will be constructed on a concrete base, bordered by timber sleepers to the rear and side, designed to meet environmental and building regulations for waste management.

4. Installation of Additional Timber Stable Block

A new timber stable block, comprising two stables measuring 3.6m x 7.2m in total, is proposed on the west side of the existing stable block.

This structure will be mounted on a movable steel frame and will not involve any concrete base, maintaining its temporary and reversible nature.

Has the work or change of use already started?

Yes

No

If yes, please state the date when the work or change of use started (date must be pre-application submission)

17/02/2025

Has the work or change of use been completed?

Yes

No

Existing Use

Please describe the current use of the site

Current Use of the Site

The existing site has historically supported a mix of ancillary uses related to the equestrian activity on the land. These include:

A compost/muck heap area for the disposal of stable waste;

A small shed used for hay storage, which is insufficient in size to accommodate large hay bales effectively;

An area used for the occasional parking of spare vehicles.

Additionally, in alignment with the original planning approval, it has been necessary to relocate the muck heap to the south-east side of the site, as this was the designated location outlined in the initial plans.

The current setup no longer meets the practical requirements of the site, prompting the proposed changes to better support its equestrian use.

Is the site currently vacant?

Yes

No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

Yes

No

Land where contamination is suspected for all or part of the site

Yes

No

A proposed use that would be particularly vulnerable to the presence of contamination

Yes

No

Materials

Does the proposed development require any materials to be used externally?

Yes

No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:

Other

Other (please specify):

Aggregate Limestone,

Existing materials and finishes:

Hardstanding area

Proposed materials and finishes:

Silica sand on the aggregate limestone, with permeable mesh inbetween layers.

Type:

Vehicle access and hard standing

Existing materials and finishes:

Concrete for muck heap area, with timber sleepers at the back and side.

Proposed materials and finishes:

Concrete ready mix for muck heap area Timber sleepers for the back of the muck heap area, for the tractor to push against when collecting the muck.

Type:

Other

Other (please specify):

Stable block

Existing materials and finishes:

Timber, metal base frame and corrugated plastic roof for stable block.

Proposed materials and finishes:

Timber Metal frame for base Corrugated roof

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

If Yes, please state references for the plans, drawings and/or design and access statement

On the biodiversity statement and the proposal.

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

Yes

No

Is a new or altered pedestrian access proposed to or from the public highway?

Yes

No

Are there any new public roads to be provided within the site?

Yes

No

Are there any new public rights of way to be provided within or adjacent to the site?

- Yes
 No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- Yes
 No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes
 No

Trees and Hedges

Are there trees or hedges on the proposed development site?

- Yes
 No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- Yes
 No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes
 No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes
 No

Will the proposal increase the flood risk elsewhere?

- Yes
 No

How will surface water be disposed of?

- Sustainable drainage system
 Existing water course
 Soakaway
 Main sewer
 Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

b) Designated sites, important habitats or other biodiversity features

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

c) Features of geological conservation importance

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

[Find out more about biodiversity net gain, and access digital tools from our partners that can help determine if you are exempt, or produce the biodiversity metric information required.](#)

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in [Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 \(as amended\)](#)) would apply?

- Yes
 No

Biodiversity net gain has been introduced as a general condition for planning permission. As set out in [The Environment Act 2021](#): "grants of planning permission in England [are] to be subject to a condition to secure that the biodiversity gain objective is met". Therefore, in England, all planning permissions are generally subject to biodiversity gain rules, unless they are specifically exempt or out of scope.

If you have stated that the biodiversity net gain requirement does not apply to your application you must provide the reason(s) why, and may also need to supply evidence (especially where you believe the application is eligible for the 'de minimis' exemption).

[You can use our partner's free online tool to determine if you are exempt and to produce detailed reasons](#)

Reason biodiversity net gain does not apply:

Retrospective planning permission

Please justify the reason why biodiversity net gain does not apply:

Planning Statement – Biodiversity Net Gain (BNG) Justification This statement supports a planning application for changes at the existing stables at Sparrow Cottage, Birds Drove, Surfleet, PE11 4BE. The proposed works involve a change of use and minor surface alterations, none of which trigger the requirement for Biodiversity Net Gain (BNG) calculations. This position is justified on the following grounds: **Absence of Natural Habitat:**The affected areas were not previously occupied by any vegetation, trees, hedgerows, or biodiversity features. Specifically: A shed was situated on a pre-existing concrete base; A compost heap used for stable waste was in place; Mobile stables were positioned on an existing hardstanding, without a solid foundation – only rubber stable matting was used; A lean-to structure existed already, and the ground beneath it remains natural earth without any surface treatment. **Limited New Surface Coverage:**A small area (under 25m²) of hardcore has been laid over bare ground to reposition the muck heap. This is a minimal intervention on low ecological value ground. **No Loss of Ecological Value:**There has been no removal of natural habitats or disturbance to protected species. All development activity has taken place on already developed or biologically negligible areas. In conclusion, the works do not constitute development that would result in a loss or degradation of habitat. Therefore, Biodiversity Net Gain calculations are not required as there is no measurable impact on biodiversity. Further clarification or supporting information can be provided if necessary.

Note: Please read the help text for further information why developments may be exempt or not in scope.

Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer
- Septic tank
- Package treatment plant
- Cess pit
- Other
- Unknown

Other

NA

Are you proposing to connect to the existing drainage system?

- Yes
- No
- Unknown

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- Yes
- No

Have arrangements been made for the separate storage and collection of recyclable waste?

- Yes
- No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

Yes

No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

Yes

No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

Yes

No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

Yes

No

Hours of Opening

Are Hours of Opening relevant to this proposal?

Yes

No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

Yes

No

Is the proposal for a waste management development?

Yes

No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

Yes

No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

Yes

No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

The agent

The applicant

Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes

No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

PE-00067-25

Date (must be pre-application submission)

04/03/2025

Details of the pre-application advice received

Principle of Development

(edited down)

The principle of an equestrian use has been previously established under H08-1032-15. In any event, as the proposal is located in the open countryside, an equestrian use is broadly acceptable in principle.

Insufficient details have been provided to enable a comprehensive assessment of the potential character impacts. That being said, the proposed stable appears broadly in keeping with character of the area, using appropriate materials given the setting. The scale of the buildings appears fairly well proportioned to the plot.

An equestrian use is already established on the site, and the intensification of this use is not considered to be overly detrimental to the rural character of the area.

For convenience, I have included a list of documents which would be required for a Full submission. Along with submission of a Full Planning Application form, the Local Planning Authority will also require:

- One copy of an up to date 1:2500 / 1:1250 site location plan with the application site edged in red and any other land owned outlined in blue,
- One copy of 1:500 / 1:200 block plan with the application site edged in red and any other land owned outlined in blue. The north arrow must be shown and the plan should indicate all relevant details including all buildings, hard surface areas, walls and fences, as well as distances to adjacent boundaries from the proposed development.
- One copy of 1:100 / 1:50 existing and proposed elevation / floor plans / roof plans, or where applicable, annotated photographs with dimensions written on the plans
- A flood risk assessment
- Details of manure storage and disposal
- The relevant biodiversity net gain requirements, including
- A statement as to whether the applicant believes that planning permission would be subject to the biodiversity gain condition (This needs to be a separate independent document rather than in a letter/email format);
- The pre-development biodiversity value of the onsite habitat on the date of application (or an earlier date) including the completed metric calculation;
- Where the applicant wishes to use an earlier date, the proposed earlier date and the reasons for proposing that date;
- A statement confirming whether the value of the onsite habitat is lower on the date of application (or an earlier date) because of the carrying on of activities ('degradation'), as the value will be taken from before degradation;
- A description of any irreplaceable habitat (as set out in the Regulations) on the land to which the application relates;
- A Statutory Biodiversity Metric;
- A plan showing onsite habitat existing on the date of application (or and earlier date), including any irreplaceable habitat
- The necessary fee.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
- (b) an elected member**
- (c) related to a member of staff**
- (d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

Yes

No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

Yes

No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes

No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

The Applicant

The Agent

Title

Miss

First Name

Emma

Surname

Claridge

Declaration Date

07/04/2025

Declaration made

Declaration

I/We hereby apply for Full planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Emma Claridge

Date

10/06/2025

Amendments Summary

Swapped over to change of use for land as this was the largest area.